

ROGER DALE DEHART
PRESIDENT

PHILIP MARTIN
SUPERINTENDENT

VICKI BONVILLAIN
VICE-PRESIDENT

TERREBONNE

Parish School District

201 Stadium Drive
Houma, LA 70360
(985) 876-7400 / www.tpsd.org

February 6, 2018

ROOSEVELT THOMAS
District 1

GREGORY HARDING
District 2

RICHARD JACKSON
District 3

DEBI BENOIT
District 4

BRENDA L. BABIN, PH.D.
District 5

L.P. BORDELON, III
District 6

ROGER DALE DEHART
District 7

DONALD DUPLANTIS
District 8

VICKI BONVILLAIN
District 9

Dear Potential Bidder:

Please find attached Addendum No. 1 for the Custodial Cleaning Products/Program Bid #030818 which is a clarification on bid requirements for the hand soap dispenser portion of the specifications and includes an approximate number of items ordered over the last 12 months. This clarification is being made due to a question asked by a potential bidder and is being sent to all vendors who have requested a bid packet. Please add this page to the bid packet/specifications you previously received. It is definitely a part of the specifications for bidding.

PLEASE NOTE THAT YOU MUST RETURN THE ADDENDUM WITH YOUR BID. SIGN THE SHEET IN THE APPROPRIATE SPACE ACKNOWLEDGING YOU RECEIVED THE ADDENDUM AND HAVE CONSIDERED IT INTO THE BID PRICE. FAILURE TO DO SO WILL DISQUALIFY YOUR BID AS A NON-CONFORMING BID.

With best regards, I am

Sincerely,



Curtis J. Constrantiche,
Purchasing Agent
Terrebonne Parish School District

Attachments

TERREBONNE
Parish School District

201 Stadium Drive
Houma, LA 70360
(985) 876-7400 / www.tpsd.org

ADDENDUM NO. 1

Custodial Cleaning Products/Program Bid #030818

CLARIFICATION OF QUESTION FROM POTENTIAL BIDDER

QUESTION FROM POTENTIAL BIDDER:

“Several clauses in the bid reference “quantities” and “schedule quantities” which are important to estimate when arriving at unit prices as single units will most normally be higher priced than larger quantities. We would appreciate an estimated usage of the product quantities as we discussed in order to provide the lower quantity discounted unit prices in our bid. Since there is no anticipated site visit we appreciate your clarification that product deliveries will normally be made to the TPSB warehouse in Houma.”

- Please see attached list of custodial chemical products ordered over the last 12 months.
- Please see the attached list of school and administrative sites that will need hand soap dispensers removed/installed.
- Please see attached requirements for insurance.
- After initial installation and removal of soap dispensers, all custodial chemicals shall be delivered to Terrebonne Parish School Board’s Warehouse located at: 340 St. Charles Street Houma, LA.
- New and unused hand soap dispenser units shall be installed by the distributor on the wall at up to 46 schools and administration sites in the place of existing hand soap dispenser units and any additional locations deemed appropriate by the Terrebonne Parish School System.
- The distributor, while in the process of installing the new hand soap dispenser units, shall be required to remove the old hand soap dispenser units (regardless of manufacturer). The distributor shall be required to return the old hand soap dispenser units to the TPSB Warehouse for proper disposal by the Terrebonne Parish School System.
- The distributor, while in the process of installing the new hand soap dispenser units, shall be required to gather the old and/or obsolete hand soap (regardless of manufacturer) that went with the old hand soap dispenser units.
- The distributor shall be required to return the old and/or obsolete hand soap to the TPSB Warehouse for proper disposal by the Terrebonne Parish School System.
- Approximately 380 hand soap dispensers will be needed for the initial setup.

YOU MUST SIGN AND RETURN THIS ADDENDUM OR COPY THEREOF WITH YOUR BID.

I HEREBY CERTIFY THAT I HAVE RECEIVED ADDENDUM No. 1 DATED 02-06-18 AND CONSIDERED THE REQUIREMENTS IN THE BID PRICE.

Name: _____
Authorized Representative Signature

Print Name: _____

SITE LOCATIONS

	Name of School or Non-Instructional Facility (NIF)	Address	CITY	STATE	ZIP
1	ACADIAN ELEMENTARY SCHOOL	1020 SAADI ST	HOUMA	LA	70363
2	BAYOU BLACK ELEMENTARY SCHOOL	4449 BAYOU BLACK DR	HOUMA	LA	70360
3	BAYOU CANE ADULT EDUCATION CENTER	6484 MAIN ST	HOUMA	LA	70360
4	BOURG ELEMENTARY SCHOOL	4413 ST. ANDREW ST	BOURG	LA	70343
5	BROADMOOR ELEMENTARY SCHOOL	1010 BROADMOOR AVE	HOUMA	LA	70364
6	CALDWELL MIDDLE SCHOOL	445 HIGHWAY 311	SCHRIEVER	LA	70395
7	COTEAU-BAYOU BLUE ELEM SCHOOL	2550 COTEAU RD	HOUMA	LA	70364
8	DULARGE ELEMENTARY SCHOOL	621 BAYOU DULARGE RD	HOUMA	LA	70363
9	EAST HOUMA ELEMENTARY SCHOOL	222 CONNELLY ST	HOUMA	LA	70363
10	ELLENDER MEMORIAL HIGH SCHOOL	3012 PATRIOT DR	HOUMA	LA	70363
11	ELYSIAN FIELDS MIDDLE SCHOOL	700 HIBERNIA PL	HOUMA	LA	70363
12	EVERGREEN JUNIOR HIGH SCHOOL	5000 W MAIN ST	HOUMA	LA	70360
13	GIBSON ELEMENTARY SCHOOL	6357 S BAYOU BLACK DR	GIBSON	LA	70356
14	GRAND CAILLOU ELEMENTARY SCHOOL	3933 GRAND CAILLOU RD	HOUMA	LA	70363
15	GRAND CAILLOU MIDDLE SCHOOL	2161 GRAND CAILLOU RD	HOUMA	LA	70363
16	H L BOURGEOIS HIGH SCHOOL	1 RESERVATION DR	GRAY	LA	70359
17	HONDURAS ELEMENTARY SCHOOL	530 GRAND CAILLOU RD	HOUMA	LA	70363
18	HOUMA JUNIOR HIGH SCHOOL	315 SAINT CHARLES ST	HOUMA	LA	70360
19	LACACHE MIDDLE SCHOOL	5266 HIGHWAY 56	CHAUVIN	LA	70344
20	LEGION PARK ELEMENTARY SCHOOL	710 WILLIAMS AVE	HOUMA	LA	70364
21	LISA PARK ELEMENTARY SCHOOL	6639 LISA PARK AVE	HOUMA	LA	70364
22	MONTEGUT ELEMENTARY SCHOOL	1137 HIGHWAY 55	MONTEGUT	LA	70377
23	MONTEGUT MIDDLE SCHOOL	138 DOLPHIN DR	MONTEGUT	LA	70377
24	MULBERRY ELEMENTARY SCHOOL	450 COUGAR DR	HOUMA	LA	70360
25	OAKLAWN JUNIOR HIGH SCHOOL	2215 ACADIAN DR	HOUMA	LA	70363
26	OAKSHIRE ELEMENTARY SCHOOL	5459 VICARI DR	HOUMA	LA	70364
27	POINTE-AUX-CHENES ELEM SCHOOL	1236 HIGHWAY 665	MONTEGUT	LA	70377
28	SCHOOL FOR EXCEPTIONAL CHILDREN	105 MOFFET RD	HOUMA	LA	70363
29	SCHRIEVER ELEMENTARY SCHOOL	2052 W MAIN ST	SCHRIEVER	LA	70395
30	SOUTH TERREBONNE HIGH SCHOOL	3879 HWY 24	BOURG	LA	70343
31	SOUTHDOWN ELEMENTARY SCHOOL	1124 SAINT CHARLES ST -(new school under construction)	HOUMA	LA	70360
32	TERREBONNE HIGH SCHOOL	7318 MAIN ST	HOUMA	LA	70360
33	UPPER LITTLE CAILLOU ELEM SCH	4824 HIGHWAY 56	CHAUVIN	LA	70344
34	VILLAGE EAST SCHOOL	315 LAFAYETTE WOODS BLVD	HOUMA	LA	70363
35	EAST STREET SCHOOL	609 EAST ST	HOUMA	LA	70363
36	JUVENILE JUSTICE COMPLEX	180 GOVERNMENT ST	GRAY	LA	70359
37	Louis Miller TERREBONNE CAREER AND TECHNICAL HIGH	3051 PATRIOT DRIVE	HOUMA	LA	70363
39	ANDREW PRICE FACILITY	1849 W PARK AVE	SCHRIEVER	LA	70395
40	FEDERAL-SPECIAL ED. BUILDING	7573 WEST PARK AVE	HOUMA	LA	70360
41	Temporary SOUTHDOWN ELEMENTARY-Primary grade (Old Dularge Elem Site)	1327 BAYOU DULARGE RD	THERIOT	LA	70397
38	Temporary SOUTHDOWN ELEMENTARY-Upper grades (Old Greenwood Site)	5001 BAYOU BLACK DR.	GIBSON	LA	70356
42	TPSD AUXILIARY COMPLEX	340 SAINT CHARLES ST.	HOUMA	LA	70360
43	TPSD CENTRAL OFFICE COMPLEX	201 STADIUM DRIVE	HOUMA	LA	70360
44	TPSD INFORMATION TECHNOLOGIES OFFICE	7305 MAIN STREET	HOUMA	LA	70360

EJPS ITEM NUMBER	ITEM DESCRIPTION	PACKED	QTY NEEDED
BID FORM #1 - CUSTODIAL CLEANING PROGRAM			
BC-91043	FAST DRAW DELUXE CONTROL DISPENSER	EACH	
BC-91044	CHEMICAL DISPENSING STORAGE RACK	EACH	
BC-23147	FAST DRAW BEST SCENT OCEAN BREEZE	4/2L	
BC-GE23132SB	DEODORIZER SILK SCREENED SPRAY BTL	EACH	
BC-15047	FAST DRAW TOP FLIGHT DETERGENT	4/2L	524
BC-GE15032SB	DETERGENT SILK SCREENED SPRAY BOTTLE	EACH	26
BC-17312	HEAVY DUTY MULTI-SURFACE DEGREASER	12/32 OZ	60
BC-19947	FAST DRAW CLR IMAGE GLASS CLNR	4/2L	404
BC-GE18332SB	GLASS CLEANER SILK SCREENED BOTTLE	EACH	60
BC-34047	FAST DRAW QUATSTAT SC CLEANER	4/2L	440
BC-GE34032SB	DISINFECTANT CLNR SILK SCREENED BTL	EACH	60
BC-53747	FAST DRAW GREEN EARTH DAILY DISINF.	4/2L	
BC-GE53732SB	BATHROOM CLNR SILK SCREENED BOTTLE	EACH	
BC-133	PUSH ENZYME DIGESTANT/ODOR ELIM.	12/32 OZ	231
BC-17847	FAST DRAW PH7 ULTRA CLEANER	4/2L	560
BC-GE17837	FLOOR CLNR SILK SCREENED BOTTLE	EACH	60
BC-61847	FAST DRAW EXPRESS ONE STEP CLEANER	4/2L	120
BC-GE61832SB	FLOOR CLNR/RESTORER BOTTLE	EACH	60
BC-610-05	22% HIGH SPEED FLOOR FINISH	5-GL	900
BC-606-05	UNTOUCHABLE FLOOR FINISH	5-GL	300
BC-154-05	AX-IT PLUS FLOOR FINISH STRIPPER	5-GL	300
BC-14119	WINNING HANDS HAND SOAP	12/900ML	650
BC-90453	FAST DRAW HAND SOAP DISPENSER	EACH	20

***INSURANCE REQUIREMENTS FOR VENDORS, SERVICE CONTRACTORS, OR
PROFESSIONAL SERVICES***

The required insurance shall be approved by the Terrebonne Parish School Board before any site work may commence.

I. Workers Compensation

- A. Limit of Liability
 1. Coverage A - Statutory requirements
 2. Coverage B - \$ 500,000 Employer's liability
- B. Endorsements
 1. USL&H (if any)
 2. Waiver of Subrogation in favor of the Terrebonne Parish School Board
 3. 30 day Notice of Cancellation

II. Comprehensive General Liability

- A. Limits of Liability
 1. Premises / Operations
\$ 1,000,000 per occurrence (BI & PD)
 2. Products / Completed Operations
\$ 1,000,000 per Occurrence (BI & PD)
 3. General Policy Aggregate (if applicable)
\$ 2,000,000
 4. Personal Injury
\$ 1,000,000 per occurrence
- B. Endorsements
 1. Explosion, collapse and underground (if applicable)
 2. Contractual
 3. Independent contractors
 4. Medical payments
 5. Broad from CGL Endorsement
 6. Terrebonne Parish School Board named as "Additional Insured"
 7. Waiver of Subrogation in favor of the Terrebonne Parish School Board
 8. Pollution exclusion removed for "Sudden & Accidental"
(Fuel, oil, lube, and chemical vendors)
 9. 30 day Notice of Cancellation

III. Automobile Liability

- A. Limit of Liability
 1. Combined single limit - \$1,000,000 each accident
- B. Endorsements
 1. Hired automobile liability
 2. Non-ownership liability
 3. Terrebonne Parish School Board named as "Additional Insured"
 4. Waiver of Subrogation in favor of the Terrebonne Parish School Board
 5. 30 day Notice of Cancellation

IV. Other Requirements

- A. Suitable coverage may be required if special conditions or exposure exist.
(i.e., Marine coverage, Property exposures)
- B. Current insurance certificate shall be on file with the Terrebonne Parish School Board and accepted by the Risk Manager.
- C. All policies are required to be on occurrence form basis, except those generally written ONLY on claims-made forms. (i.e., Professional, Errors & Omissions, etc).